



NEW JERSEY FFA ASSOCIATION, INC.

New Jersey Department of Agriculture

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In cooperation with New Jersey Department of Education

TO: New Jersey Teachers of Agriculture, Food and Natural Resources and FFA Members

FROM: Erin E. Noble, State FFA Specialist and State FFA Executive Board

C: Nancy J. Trivette, State FFA Advisor

RE: Leadership Experience and Development (L.E.A.D.) - Chapter Officer Leadership Training and State Greenhand Conference, **Friday, October 3, 2008** 12:00 pm - **Saturday, October 4, 2008**, 4:00 pm; Holiday Inn Edison Hotel and Conference Center (Raritan Center) – 3050 Woodbridge Avenue, Edison, NJ (*directions on last page*)

DATE: August 25, 2008

The 2008-2009 State Officer Team and New Jersey FFA Alumni Association with the help of the State FFA Executive Committee are excited to announce – **Leadership Experience and Development. (L.E.A.D.)**. L.E.A.D. is a two-conference experience meeting the needs of younger members and chapter officers.

- ? First-year FFA members in 7-10th grade are invited to attend “**The Greenhand Club**” at State Greenhand Conference (SGC). State FFA Executive Committee members will help participants discover FFA opportunities, plan for Supervised Agricultural Experience programs, learn how to work with a team, and develop personal and leadership goals. By the end of the conference, participants will be awarded certificates of completion for meeting the requirements of the Greenhand FFA Degree.
- ? Chapter FFA Officers are invited to “**New Jersey FFA Presents – I Love the 80’s**” at Chapter Officer Leadership Training (COLT). The State FFA Officers will instruct participants in the areas of leadership, professionalism, officer responsibilities, and teamwork. Chapter officers are requested to bring their chapters most recent Program of Activities (POA) for part of the conference. The officer team will also need a new idea for an activity to further develop and include in their 2008-2009 POA.
 - o *As a part of a special session this year, chapter officers are asked to bring 2-3 items that best represent them. The “Me in a Box” session will take place Friday night and will be a great opportunity for chapter officers to get to know each other.*

In addition to enhancing leadership skills, FFA members will meet other members from New Jersey’s 37 FFA Chapters and connect with the state officer team, the State FFA Executive Committee and New Jersey FFA Alumni. During COLT, advisors will play an integral role in team building activities and working with the chapter officers to develop the POA activity goals and timeline. Advisor workshops and meetings are scheduled throughout the weekend.

HOTEL ACCOMODATIONS

LEAD will be held at the Holiday Inn Edison Hotel and Conference Center (Raritan Center) – 3050 Woodbridge Avenue, Edison, NJ (Turnpike Exit 10 follow signs for 514 West) Advisors are responsible for making their own room reservations direct through the hotel. Let them know you are under the room block “New Jersey Department of Agriculture.” Room costs are set at a flat rate of \$99.00 (single to quad occupancy) per room plus tax (15%). We encourage you to place students in quads and advisors/ chaperones in doubles to achieve the lowest rates per person. **Participants will pay room costs directly to hotel.** Chapter advisors must attend with members and will be responsible for members at all times. The maximum teacher/chaperone to student ratio is 1:10. Also, you must provide a tax-exempt certificate (ST5) for state tax exemption. Additional information about the hotel is available at <http://www.ichotelsgroup.com/h/d/hi/1/en/hotel/edswa?rpb=hotel&crUrl=/h/d/6c/1/en/hotelsearchresults>.

CONFERENCE REGISTRATION

The conference registration fee of \$85.00 covers three meals, conference materials and a 2008-09 state theme t-shirt. **Please submit your registration form by Tuesday, September 16, 2008 by emailing your completed form to ag.ed.registration@ag.state.nj.us. PLEASE forward a check for \$85 per participant to: TREASURER, STATE OF NEW JERSEY with “FFA LEAD” identified in the memo section prior to October 3.** The conference will begin with registration at 12:00 pm Friday and end at 4:00 pm on Saturday. **Official dress is required for the first session. Since hotel check in is at 3:00 p.m., it is recommended that your students arrive in official dress.** There will be a holding room for luggage.

Example of Expenses for a Student in a Quad:

Meals and registration: \$85.00 (To Treasurer State of NJ)
 Hotel room: \$99/4 = 24.75 plus 15% tax if applicable (To Hotel)
 \$109.75

Example of Expenses for an Adult in a Double:

Meals and registration: \$85.00 (To Treasurer State of NJ)
 Hotel room: \$99/2 = 49.50 plus 15% tax if applicable (To Hotel)
 \$134.50

We look forward to seeing you at the Holiday Inn for L.E.A.D!

Important LEAD Facts:

1. Conference registration is 12:00 – 1:00 p.m. in the hotel lobby. Lunch is own your own.
2. LEAD will kick-off with a joint COLT and SGC session in the Grand (Versailles) Ballroom promptly at 1:00 p.m. on Friday and end by 4:00 p.m. Saturday. Members and advisors must come and stay the entire time.
3. Workshops are designed for dynamic participation where every member will be engaged in discussion, activities and interaction.
4. FFA Members will have several public speaking opportunities that help meet core curriculum content standards in Language Arts (3.3). Workshops will also meet Career Education and Consumer, Family and Life Skills standards 9.1 and 9.2.

5. Awards will be given to recognize leadership skills evident during the weekend. Participants will sign-up with State Officers following the kick-off session. Conference participants will be recognized at the closing session for their achievements.

Awards to be presented are as follows:

<u>Chapter Officer Leadership Training</u>	<u>State Greenhand Conference</u>
? Best Chapter Officer Team	? Creed Speaking Award
? Leadership Award	? Outstanding Greenhand Award
? Best First Year Officer (1 st year as Chapter Officer)	? Future Leader Award
? Official Ceremonies - Awarded individually for each office	
? Best Ice Breaker (add description)	
? Best Pitch	

6. Official dress is required during the first session and closing session. When not in official dress, appropriate attire is required (NO flip flops). Please see the definition of causal and official dress below. Members will be asked to wear the State Theme t-shirt they receive for Saturday morning's activities.
7. Every member and advisor needs to bring:
- ? Toiletries (soap, shampoo, toothbrush, etc.)
 - ? FFA Manual (recent)
 - ? Pen/ Pencil
 - ? Official FFA Dress (see description of attire below)
 - ? Other personal items
 - ? Me in a Box Items
 - ? *Note: There is no need for CD player, TVs, or other expensive electronic equipment*
8. Friday night activities include a Halloween dance. Members are encouraged to bring a costume.
9. Lodging will be in hotel rooms. Meals are prepared by the hotel and are of excellent quality.
10. Teachers are responsible for their students at all times. No student should be in hotel rooms during L.E.A.D. sessions.
11. Teachers will play an integral role in the conference and workshops will be provided.

Description of Attire

Official Dress (OD):

Men: Black dress pants (no jeans – blue or black, leather, pleather, etc.), white dress shirt, official FFA tie, black dress shoes with a closed heel and toe (no boots, sandals, open-toed shoes, tennis shoes), black socks, Official FFA jacket zipped to the top

Ladies: Black skirt (at least knee length, hemmed evenly across the bottom, with a slit no longer than 2 inches above the knee, excluding the kick pleat), white collared blouse, Official FFA blue scarf, black dress shoes with a closed heel and toe (no boots, sandals, open-toed shoes, tennis shoes), black nylon hosiery, Official FFA jacket zipped to the top

8/25/08

Casual Dress (CD):

Includes everything except tank tops, halter-tops, extremely short shorts or short skirts and cut-offs. NO flip flops!
Please use your best judgment. This is not a fashion show.

Holiday Inn EDISON

**3050 WOODBRIDGE AVENUE
EDISON, NJ 08837 UNITED STATES**

(NJ Turnpike Exit 10, follow signs for 514 West)

Hotel Front Desk: 1-732-6611000 | Hotel Fax: 1-732-7386218

<http://www.ichotelsgroup.com/h/d/hi/1/en/hotel/edswa?rpb=hotel&crUrl=/h/d/6c/1/en/hotelsearchresults>

Driving Directions:

-NEW JERSEY TURNPIKE (NORTH/SOUTH): TAKE TURNPIKE TO EXIT 10 AND BEAR RIGHT. AFTER TOLL PLAZA TAKE HWY 514 W. FOLLOW SIGNS TO RARITAN CENTER. STAY IN RIGHT LANE & FOLLOW THE CURVED ROAD TO LIGHT. TURN LEFT ON KING GEORGE POST RD. HOTEL ON LEFT.

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